

R7-2-612. Other Teaching Certificates

A. Except as noted, all certificates are subject to the general certification provisions in R7-2-607.

B. Substitute Certificate -- grades K-12

1. The certificate is valid for six years and renewable by reapplication.
2. The certificate entitles the holder to substitute in the temporary absence of a regular contract teacher. A person holding only a substitute certificate shall not be assigned a contract teaching position.
3. An individual who holds a valid teaching or administrator certificate shall not be required to hold a substitute certificate to be employed as a substitute teacher.
4. A person holding only a substitute certificate shall be limited to teaching 120 days in the same school each school year.
5. The requirement for issuance is a Bachelor's degree and a valid Class 1 or Class 2 fingerprint clearance card.
6. Substitute certificates previously issued as valid for life under this rule shall remain valid for life.

C. Emergency Substitute Certificate -- grades K-12

1. The certificate is valid for one school year or part thereof. The expiration date shall be the following July 1.
2. The certificate entitles the holder to substitute only in the district that verifies that an emergency employment situation exists.
3. The certificate entitles the holder to substitute in the temporary absence of a regular contract teacher. A person holding only an emergency substitute certificate shall not be assigned a contract teaching position.
4. The holder of an emergency substitute certificate shall be limited to 120 days of substitute teaching per school year.
5. The requirements for initial issuance are:
 - a. High school diploma;
 - b. Verification from the school district superintendent that an emergency employment situation exists; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.
6. The requirements for each reissuance are:
 - a. Two semester hours of academic courses completed since the last issuance of the Emergency Substitute Certificate. District in-service programs designed for professional development may substitute for academic courses. Fifteen clock hours of in-service is equivalent to one semester hour. In-service hours shall be verified by the district superintendent or personnel director. Individuals who have earned 30 or more semester hours are exempt from this requirement;
 - b. Verification from the school district superintendent that an emergency employment situation exists; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.

D. Emergency Teaching Certificate -- grades K-12

1. The certificate is valid one school year or part thereof. The expiration date shall be the following July 1.
2. The certificate entitles the holder to enter into a teaching contract.
3. Emergency teaching certificates shall be issued only for elementary and secondary certificates required by A.R.S. § 15-502(B), special education certificates, and required endorsements.
4. The certificate entitles the holder to teach only in the district that verifies that an emergency employment situation exists.
5. The requirements for initial issuance are:
 - a. A Bachelor's degree;
 - b. Verification from the school district superintendent that an emergency employment situation exists; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.
6. The requirements for reissuance are:
 - a. Verification from the school district superintendent that an emergency employment situation exists;
 - b. Six semester hours of courses toward meeting the requirements for the specified certificate or endorsement, completed since the last issuance of the emergency teaching certificate; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.

E. Teaching Intern Certificate -- grades K-12

1. The certificate is valid for two years and is not renewable.
2. The intern certificate entitles the holder to perform intern or paraprofessional duties in whatever grades or levels are assigned.
3. The requirements are:
 - a. Current enrollment in a teacher preparation program;
 - b. A recommendation from the dean of a college of education or the administrator of a Board-approved teacher preparation program; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.
4. The holder shall be under the direct supervision of college and certified school personnel.

F. Adult Education Certificates

1. The adult education certificates are issued for individuals teaching in the areas of Adult Basic Education, General Educational Development, English as a Second Language, or Citizenship.
2. Provisional Adult Education Certificate.
 - a. The certificate is valid for three years and is not renewable.
 - b. The requirement for issuance is a valid Class 1 or Class 2 fingerprint clearance card and a Bachelor's degree or three years of experience as a teacher, tutor, or aide in an adult education program or in grades K-12. Up to two years of experience may be waived by postsecondary academic credit, with 30 semester hours equivalent to one year of experience.
3. Standard Adult Education Certificate.
 - a. The certificate is valid for six years.
 - b. The requirements are:
 - i. One year of part-time or full-time teaching experience under a provisional adult education certificate, verified by an adult education program administrator;

- ii. Completion of 10-clock hours in a professional development program described in R7-2-617(B) since the issuance of the provisional adult education certificate; and
- iii. A valid Class 1 or Class 2 fingerprint clearance card.
- c. The renewal requirements are completion of 60- clock hours in a professional development program, described in R7-2-617(B).

G. Junior Reserve Officer Training Corps Teaching Certificate

-- grades 9-12

- 1. The certificate is valid for six years and is renewable upon application.
- 2. The certificate is valid at any local education agency which conducts an approved Junior Reserve Officer Training Corps program of the Air Force, Army, Navy, or Marine Corps.
- 3. The requirements are:
 - a. Verification by the district of an approved Junior Reserve Officer Training Corps program of instruction in which the applicant will be teaching;
 - b. Verification by the district that the applicant meets the work experience required by the respective military service; and
 - c. A valid Class 1 or Class 2 fingerprint clearance card.

H. Athletic coaching certificate -- grades 7-12

- 1. The certificate is valid for six years.
- 2. The certificate entitles the holder to perform coaching duties in interscholastic and extracurricular athletic activities. It is not required for teachers who hold a valid elementary, secondary or special education certificate.
- 3. The requirements are:
 - a. Valid certification in first aid and Coronary and Pulmonary Resuscitation (CPR);
 - b. Completion of 15 semester hours of courses which shall include at least three semester hours in courses related to each of the following: methods of coaching; anatomy and physiology; sports psychology; adolescent psychology; and the prevention and treatment of athletic injuries;
 - c. 250 hours of verified coaching experience in the sport to be coached. Coaching experience may include experience as a head coach or assistant coach in a school program or in an organized athletic league; and
 - d. A valid Class 1 or Class 2 fingerprint clearance card.
- 4. Renewal requirements are:
 - a. Completion of 60-clock hours in a professional development program described in R7-2-617(B);
 - b. Valid certification in first aid and CPR.

I. Provisional Early Childhood Education Certificate - birth through age eight

- 1. By July 1, 2009, either a provisional or a standard early childhood education certificate shall be required for individuals teaching in public school early childhood education programs, except as provided in R7-2-610 or in R7-2-613(L). For individuals teaching in grades 1 - 3, this certificate is optional, but recommended.
- 2. For the purposes of this rule, public school early childhood education programs are defined as education programs provided by local education agencies, including their sub-grantees and contracted providers, for children birth through age 8 for the purpose of providing academically and developmentally appropriate learning opportunities that are standards-based with defined curriculum and comprehensive in content to include all appropriate developmental and academic areas as defined by the Arizona Early Childhood Education Standards or the Arizona K-12 Academic Standards approved by the Board. The Arizona Early Childhood Education Standards: Arizona Department of Education, 1535 West Jefferson, Phoenix, AZ 85007, were adopted by the State Board of Education in June 2003 and the Arizona K-12 Academic Standards: Arizona Department of Education, 1535 West Jefferson, Phoenix, AZ 85007, were adopted by the State Board of Education as follows: Arts, April 1997; Comprehensive Health/PE, April 1997; Foreign and Native Language, April 1997; Mathematics, March 2003; Reading, March 2003; Science, May 2004; Social Studies, March 2000; Technology, September 2000; Workplace Skills, March 1997; and Writing, June 2004, are incorporated by reference and are on file with the Arizona Department of Education. This incorporation by reference contains no further editions or amendments. Copies of the incorporated material are available for review at Arizona Department of Education, 1535 West Jefferson, Phoenix, AZ 85007 or on the Arizona Department of Education web site at www.ade.az.gov/standards. Public school early childhood education programs include, but are not limited to, half day and full day kindergarten programs, Early Childhood Block Grant programs pursuant to A.R.S. § 15-1251, Family Literacy Programs for preschool children pursuant to A.R.S. § 15-191.01, and public school-administered early childhood education programs funded in whole or part with federal funds, such as the Head Start or Even Start programs, provided nothing in these rules conflicts with the terms of the federal grant. Extended day child care programs provided by local educational agencies are not considered early childhood education programs for purposes of this rule unless the program meets the definition of a public school early childhood education program set forth above.
- 3. This certificate is valid for two years and is not renewable.
- 4. The requirements are:
 - a. A Bachelor's degree; and
 - b. One of the following:
 - i. Completion of a teacher preparation program in early childhood education from an accredited institution or a teacher preparation program approved by the Board; or
 - ii. Early childhood education coursework and practicum experience which teaches the knowledge and skills described in R7-2-602 and includes both of the following:
 - (1) 37 semester hours of early childhood education courses to include all of the following areas of study:
 - (a) foundations of early childhood education;
 - (b) child guidance and classroom management;

- (c) characteristics and quality practices for typical and atypical behaviors of young children;
 - (d) child growth and development, including health, safety and nutrition;
 - (e) child, family, cultural and community relationships;
 - (f) developmentally appropriate instructional methodologies for teaching language, math, science, social studies and the arts;
 - (g) early language and literacy development;
 - (h) assessing, monitoring and reporting progress of young children; and
- (2) A minimum of 8 semester hours of practicum, including:
- (a) A minimum of 4 semester hours in supervised field experience, practicum, internship or student teaching setting serving children birth - preschool. One year of full-time verified teaching experience with children in birth - preschool may substitute for this student teaching experience. This verification may come from a school- based education program or center-based program licensed by the Department of Health Services or regulated by tribal or military authorities; and
 - (b) A minimum of 4 semester hours in a supervised student teaching setting serving children in kindergarten - grade 3. One year of full-time verified teaching experience with children in kindergarten - grade 3 in an accredited school may substitute for this student teaching experience; or
- iii. A valid early childhood education certificate from another state.
 - c. A valid Fingerprint Clearance Card issued by Arizona DPS; and
 - d. A passing score on the professional knowledge portion of the Arizona Educator Proficiency Assessment once that portion of the AEPA is adopted by the Board; and
 - e. A passing score on the early childhood subject knowledge portion of the Arizona Educator Proficiency Assessment once that portion of the AEPA is adopted by the Board.
- J. Standard Early Childhood Education Certificate - birth through age eight
1. By July 1, 2009, either a provisional or a standard early childhood education certificate shall be required for individuals teaching in public school early childhood education programs, except as provided in R7-2-610 or in R7-2-613(L). For individuals teaching in grades 1 - 3, this certificate is optional, but recommended.
 2. This certificate is valid for six years.
 3. The requirements are:
 - a. Qualification for the Provisional Early Childhood Education Certificate, except as provided in R7-2-612(J)(4); and
 - b. Two years of verified teaching experience with children birth through age eight or grade three in a school-based education program or center-based program licensed by the Department of Health Services or regulated by tribal or military authorities.
 4. An individual may also qualify for a standard Early Childhood Education Certificate if the individual:
 - a. Holds current National Board Certification in Early Childhood; and
 - b. Holds a valid fingerprint Clearance Card issued by DPS.
- K. Provisional Foreign Teacher Teaching Certificate
1. This certificate is required for a teacher or professor from any foreign country, state, territory or possession of the United States contracted through the foreign teacher exchange program as authorized by federal statutes enacted by the Congress of the United States or other foreign teacher recruitment programs approved by the United States Department of State.
 2. This certificate is valid for one year and may be extended for an additional year by the consent of the contracting governing board, the education service agency, the charter holder, or the Arizona board of regents.
 3. The requirements are:
 - a. Verification that training and background comply with the comparable Arizona teaching certificate as provided in R7-2-608(B)(2), R7-2-609(B)(2), R7-2-610(C)(3), R7-2-610(E)(3), R7-2-610(G)(2), R7-2-610(I)(2), R7-2-610(K)(2), R7-2-610(M)(2), R7-2-611(D)(2), R7-2-611(F)(2), R7-2-611(H)(2), R7-2-611(J)(2), or R7-2-611(L)(2).
 - b. Holds a valid fingerprint Clearance Card issued by DPS.
 - c. Demonstrates fluency in English as verified by the Test of English as a Foreign Language (TOEFL) or other English proficiency tests approved by the State Board of Education.
 - d. The passing score by the Test of English as a Foreign Language (TOEFL) or other English proficiency tests approved by the State Board of Education shall be determined by the Board using the results of validity and reliability studies. The passing score for each assessment shall be reviewed by the Board at least every three years.

Historical Note

Adopted effective December 4, 1998 (Supp. 98-4). Amended by final rulemaking at 6 A.A.R. 1132, effective March 10, 2000 (Supp. 00-1). Section R7-2-612 amended by emergency rulemaking under A.R.S. § 41-1026 at 8 A.A.R. 2562, effective May 23, 2002 for a period of 180 days (Supp. 02-2). May 23, 2002 emergency rulemaking renewed under A.R.S. § 41-1026 at 8 A.A.R. 5132, effective November 19, 2002 (Supp. 02-4). Amended by final rulemaking at 9 A.A.R. 1605, effective May 5, 2003 (Supp. 03-2). Amended by final rulemaking at 11 A.A.R. 1885, effective June 26, 2005 (Supp. 05-2).